



**STATEMENT OF PROCEEDINGS
FOR THE SPECIAL MEETING OF THE
LOS ANGELES COUNTY AUDIT COMMITTEE
KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012**

Wednesday, December 2, 2015

10:30 AM

AUDIO LINK FOR THE ENTIRE MEETING. (15-5812)

Attachments: [AUDIO](#)

Present: Michelle Vega, Genie Chough, Roberto Viramontes and Emily Williams

Absent: Lori Glasgow, Vice Chair James Blunt, Dorinne Jordan, Kieu-Anh King, and Carl Gallucci

I. ADMINISTRATIVE MATTERS

1. Call to Order. (15-5453)

The meeting was called to order by Michelle Vega at 10:34 a.m.

2. Approval of the minutes for the meeting of October 7, 2015. (15-5454)

On motion of Genie Chough, seconded by Roberto Viramontes, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

3. Department Success Stories. (15-5455)

Karen Richardson, Department of Children and Family Services(DCFS), announced that November was National Adoption Month and DCFS was able to finalize approximately 170 adoptions.

Lisa Campbell-Motton, Probation Department, reported that an adoption was also finalized last month, marking it the fifth one for the department and the eighth in the nation. Ms. Campbell-Motton indicated that due to certain circumstances it was a bit of a challenge; however, County

Counsel, DCFS and Probation worked in collaboration to conclude the process.

II. REPORTS

4. West Covina Foster Family Agency dba Homes of Hope Foster Family Agency Contract Compliance Review (9/8/15). (15-4862)

Roberto Viramontes expressed concern regarding the agency's inadequate documentation. Diana Flaggs, Department of Children and Family Services, reported that the agency's most recent review revealed improvement in the quality of their documentation and compliance with eight out of the eleven recommendations. Karen Richardson, DCFS, added that technical assistance was provided to the agency.

On motion of Emily Williams, and by Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

5. Counseling and Research Associates dba Masada Homes Foster Family Agency Fiscal Assessment and Contract Compliance Review (9/17/15). (15-4864)

Michelle Vega expressed concern regarding a physical abuse allegation and asked if the victim was an L.A. County or non L.A. County resident. Diana Flaggs, Department of Children and Family Services (DCFS), indicated that she did not have the information and will provide it to the Committee soon.

Emily Williams questioned the agency's training and procedures regarding physical abuse reporting. Diana Flaggs, DCFS, indicated that she will obtain the information from the State of California Children's Services Department and will provide it to the Committee soon. Karen Richardson, DCFS, added that after a report of physical abuse has been received the State of California will request that the agency train all staff.

On motion of Emily Williams, and by Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

6. Childhelp USA Group Home Quality Assurance Review (9/22/15). (15-4865)

Michelle Vega asked if the quality assurance review take precedence over the current fiscal and programmatic review or is it a different review

and what is the timeframe and maximum rate score? Karen Richardson, Department of Children and Family Services, indicated that the quality assurance review is separate from the fiscal and programmatic review; it takes approximately 100 days to complete, the maximum rate score is six for all areas.

Michelle Vega asked how minimum rate scores are addressed. Ms. Richardson, DCFS, indicated that immediate corrective action plans (CAP's), informal and formal meetings are utilized to address the issue.

Emily Williams asked what the number of L.A. County residents were placed with the agency. Ms. Richardson, DCFS, 17 placements were L.A. County residents. Ms. Williams asked DCFS staff to include the number of L.A. County residents placed with agencies on all reports. Ms. Williams expressed concern regarding the high volume of Special Incident Reports (SIR's) for the agency. Ms. Richardson indicated that a follow-up review will be conducted soon.

Genie Chough asked DCFS staff to provide the Committee with training regarding the Quality Assurance Review process and what prompted for this type of review? Aggie Alonso, Auditor-Controller (A-C), indicated that a previous Board motion was approved to create the new process. Ms. Chough asked DCFS and A-C staff to provide a schedule of assignments.

Roberto Viramontes asked when the Board motion was approved. Arlene Barrera, A-C, indicated that the Board motion was approved in 2013 and submitted by the Second District office.

Michelle Vega requested DCFS staff to provide a report of the new process. Genie Chough asked to include input from the Association of Community Human Service Agencies (ACHSA) in the report.

On motion of Emily Williams, and by Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

7. T & T Home for Boys Group Home Compliance Monitoring Review (9/27/15). (15-5027)

Emily Williams expressed concern regarding foster youth buying clothing from swapmeets. Lisa Campbell-Motton, Probation Department, indicated that youth are provided with a variety of places to shop for

clothes; however, because of affordability youth prefer to shop at the swapmeet. Diana Flaggs, Department of Children and Family Services, added that clothing options are addressed with all agencies.

On motion of Emily Williams, and by Common Consent, there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

8. Serenity Infant Care Homes Foster Family Agency Contract Compliance Review (10/02/15). (15-5028)

On motion of Michelle Vega, seconded by Emily Williams, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

9. Southern California Foster Family Agency Contract Compliance Monitoring Review (10/02/15). (15-5029)

On motion of Michelle Vega, seconded by Emily Williams, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

10. Hathaway-Sycamores Child and Family Services - A Department of Mental Health and Department of Children and Family Services Provider - Contract Compliance Review (10/07/15). (15-5030)

In response to Michelle Vega, Fifth District, Elaine Boyd, Auditor-Controller (A-C), explained that the total improper allocation of funding may not be expected as reimbursement; these funding allocations are being reviewed to determine what is allocated incorrectly. Ms. Boyd indicated that this agency has conducted an analysis to determine improper allocations, however, pre-determined percentages were used and not actual hours spent; the Department of Mental Health (DMH), has Issued a letter requesting resolution and recoupment, a response is due by December 2015.

Diana Flaggs, Department of Children and Families (DCFS), reported that this agency has reimbursed DCFS based on an allowable cost. Ms. Flaggs also reported that this agency is required to allocate for actual expenditures on their Residential Based Services (RBS) contract, while with other contracts is allowed implementation of an allocation plan to identify costs. Ms. Flaggs indicated that this agency disagrees with the finding and recommendation for re-allocations and made reference to Page 5 of the Corrective Action Plan, No.s 3 & 11.

In response to Genie Chough, Third District, Ms. Boyd explained about the possibility that this agency did not clearly understand the requirements regarding the proper allocation of funding; a report from DMH is expected which will provide a review status update. Don Chadwick, Auditor Controller, added that the allocation methodology is incorrect; and audits to determine correct reallocation amounts that should go back into County programs will be very time consuming,

Emily Williams, Second District, made reference to Page 4, and questioned about “fund raising activities”; Ms. Boyd reported that all monies used for fund raising activities have been paid to DCFS. Ms. Boyd indicated that the DMH reimbursement amounts are undetermined pending a revised cost report, this is due to the 18 month reconciliation delay by the State.

On motion of Michelle Vega, Fifth District, and there being no objection, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENTS - AC REPORT](#)

11. Concept 7 Foster Family Agency Quality Assurance Review (10/09/15). (15-5031)

In response to questions posed by the Committee regarding the high number of Safety Incident Reports (SIR) listed in the Quality Assurance Review (QAR), 29 SIR's in 30 days, and the definitions of the applicable ratings, Karen Richardson, Department of Children and Families (DCFS), explained that although the number of SIR's might appear excessive towards a total of 164 beds (159 DCFS & 5 Out of County) at this Foster Family Agency, SIR's are scrutinized on a case by case basis with all the facts collected; Ms. Richardson indicated this multiple factor assessment will be reviewed and provide the rating grid used regarding these violations.

On motion of Michelle Vega, Fifth District, and there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

12. Boys Town California Group Home Fiscal Assessment and Contract Compliance Monitoring Review (10/09/15). (15-5041)

Emily Williams, Second District, questioned the definition of "family teaching couple (house parents)" listed on Page 2, under Facility Environment. Diana Flagg, Department of Children and Families (DCFS), went on to explain about the house care model used and the very homelike environment this concept creates at this Group Home; the foster parents are referred to as house parents and staff as nanny's.

Karen Richardson, DCFS, added that this house care model is not the typical residential environment, several homes neighbor each other as if a small community, and conduct family type activities such as dinners in a family setting that include all the homes. Nearby L.A. County clients are sometimes placed at this Orange County facility.

On motion of Michelle Vega, Fifth District, and there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

- 13. Sand Hill Group Home Quality Assurance Review (10/9/15). (15-4164)**

On motion of Michelle Vega, seconded by Emily Williams, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

- 14. Olive Crest Treatment Centers Foster Family Agency Contract Compliance Review (10/14/15). (15-5032)**

Roberto Viramontes, First District, posed questions regarding children sleeping on futons, mattresses without bedframes, and the related training; Mr. Viramontes expressed concerns inasmuch that this should never happen.

Diana Flagg, Department of Children and Families (DCFS), reported there were some problems with the children at this Foster Family Agency (FFA), however, Ms. Flagg agreed, and also reported that a similar conversation was conducted with this FFA. Also, there is an ongoing review regarding the Community Care Licensing (CCL) citations and findings, along with their recruitment and support of resource errands; resolutions are expected on the up and coming review of February 2016.

On motion of Michelle Vega, Fifth District, and there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

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15. Children's Group Home Ombudsman Semi-Annual Report - January 1 Through June 30, 2015 (10/15/15). (15-5033)

Emily Williams, Second District, posed questions regarding the number of L.A. County Group Homes (GH) and the number of clients placed at each; Ms. Williams made reference to Page 2 of this report.

Michelle Day, Auditor-Controller (A-C) explained that Foster Family Agency's (FFA) have various numbers of Group Homes (GH) which include both contracted and non-contracted.

Diana Flaggs and Karen Richardson, Department of Children and Families (DCFS), also explained that review of these listings to determine the actual numbers and the time of occurrence is ongoing.

Ms. Day will modify the following reports to better explain about the number of GH's in operation and the number of clients served at each location; she also explained that attachment No. 2 contains contracted GH's, attachment No. 3 has United Youth Homes as non-contracted, this visit was due to a hotline telephone call. Robert Campbell, Auditor-Controller, added that collaborations with DCFS are ongoing to identify the usages of contracted and non-contracted GH's.

On motion of Michelle Vega, Fifth District, and there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)

16. Eggleston Youth Center Contract Compliance Monitoring Review (10/20/15). (15-5149)

In response to questions posed by Emily Williams, Second District, regarding the number of Group Home (GH) sites, the number of beds, and the number of clients served, Lisa Campbell-Motton, Probation, will review, verify, and respond via email to clarify this count.

On motion of Michelle Vega, Fifth District, and there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - PROBATION REPORT](#)

17. Fleming & Barnes dba Dimondale Adolescent Care Group Home (Carson, Long Beach, Lancaster, Hawthorne) Contract Compliance Monitoring Review (10/20/15). (15-5150)

In response to questions posed by Roberto Viramontes, First District, regarding a child not enrolled in school within 30 days, and the reason being unclear, Lisa Campbell-Motton, Probation, reported that there is a valid reason; Ms. Campbell-Motton reported there was a transportation issue and this facility has been noticed that this is not acceptable.

On motion of Michelle Vega, Fifth District, and there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - PROBATION REPORT](#)

18. Florence Crittenton Services for Children and Families Group Home Contract Compliance Monitoring Review (10/20/15). (15-5151)

Emily Williams, Second District, posed questions regarding the presence of drug and alcohol, and the children not feeling safe; Ms. Williams made reference to the Corrective Action Plan (CAP), Page 3 which indicates staff conducting head checks every 30 minutes between the hours of 6:00 a.m. and 5:00 p.m., and every 15 minutes between the hours of 5:00 p.m. and 6:00 a.m. Lisa Campbell-Motton, Probation, reported that this is the primary role to consistently monitor the children, and possibly stagger the intermittent checks to not just 30 or 15 minutes. Ms. Campbell-Motton added that these issues are not typical and the checks do not disturb the children's sleep. Diana Flaggs, Department of Children and Families (DCFS) also reported that "night awake staff" is required.

In response to questions posed by Roberto Viramontes, First District, regarding extreme punishment and consequences, Ms. Campbell-Motton explained that two unhappy females maintained complaints of consequences throughout this monitoring period; what was involved was no more than a decrease in activity participation which are not a privilege. She went on to report that any refusal by the client must be documented and recorded which are reviewed; the client's interpretation is misunderstood as there is no true consequence involved, however, explanation of this term is also being addressed through their community meetings. Michelle Day, A-C, added that the two disgruntled female clients mentioned are no longer at this Group Home (GH); three visits were conducted regarding this isolated incident.

On motion of Michelle Vega, Fifth District, and there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - PROBATION REPORT](#)

19. Optimistic Youth & Family Services Group Home Contract Compliance Monitoring Review (10/20/15). (15-5218)

On motion of Michelle Vega, seconded by Emily Williams, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - PROBATION REPORT](#)

20. Pacific Lodge Boy's Home Contract Compliance Monitoring Review (10/20/15). (15-5219)

On motion of Michelle Vega, seconded by Emily Williams, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - PROBATION REPORT](#)

21. Starshine Treatment Center, Inc. (Starshine) Group Home Contract Compliance Monitoring Review (10/20/15). (15-5220)

On motion of Michelle Vega, seconded by Emily Williams, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - PROBATION REPORT](#)

22. Trinity Youth & Family Services Group Home Contract Compliance Monitoring Review (10/20/15). (15-5221)

On motion of Michelle Vega, seconded by Emily Williams, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - PROBATION REPORT](#)

23. Positive Path Youth Development Center Group Home Contract Compliance Monitoring Review (10/20/15). (15-5222)

Roberto Viramontes, First District, posed questions regarding the consequences involved when a child refuses to take prescribed medication, Lisa Campbell-Motton, Probation, explained about the form used by the Group Homes (GH) to document client refusals and/or Safety Incident Reports (SIR). Ms. Campbell-Motton also explained that the implication of consequences is misunderstood by the youth; however, she reported that a new form is now used which does not include the word "consequences".

On motion of Michelle Vega, Fifth District, and there being no objection, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - PROBATION REPORT](#)

24. Boys/Girls Republic Group Home Contract Compliance Monitoring Review (10/26/15). (15-5223)

On motion of Michelle Vega, seconded by Emily Williams, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - PROBATION REPORT](#)

25. Star View Children and Families Services Community Treatment Facility Fiscal Assessment and Contract Compliance Review (10/27/15). (15-5270)

On motion of Michelle Vega, seconded by Emily Williams, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

26. Futuro Infantil Hispano Foster Family Agency Contract Compliance Monitoring Review (10/27/15). (15-5271)

On motion of Michelle Vega, seconded by Emily Williams, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - DCFS REPORT](#)

27. Use of Non-Contracted Group Homes by the Department of Children and Family Services (11/16/15). (15-5446)

On motion of Michelle Vega, seconded by Emily Williams, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT - AC REPORT](#)

28. Families Uniting Families - A Department of Children and Family Services Foster Family Agency Contract Provider - Fiscal Compliance Review (11/23/15). (15-5629)

Attachments: [SUPPORTING DOCUMENT](#)

III. DISCUSSIONS

29. Michelle Vega, Fifth District requested an update by DCFS regarding the breakdown of rates provided for Group Homes and Foster Family Agencies. (15-5456)

Michelle Vega thanked DCFS staff for providing the rate information requested. Karen Richardson, Department of Children and Family Services, indicated that due to the approval of Assembly Bill 403 (AB 403) rate schedules will be changing; new rate amounts are unknown at

this time.

- 30.** Michelle Vega, Fifth District, requested an update by DCFS on data regarding a child's average length of stay at Group Home and Foster Family Agency. (15-5448)

Michelle Vega asked if average lengths of stay differed or if they were constant. Karen Richardson, Department of Children and Family Services, indicated that further clarification is needed to provide a more accurate length of stay; information will be provided to the Committee soon.

- 31.** Emily Williams, Second District, requested an update by DCFS on the collaborations with the Sheriff's Department regarding the Junior Blind AWOLS. (15-5457)

Karen Richardson, Department of Children and Family Services, reported that setting up a meeting with Los Angeles County Sheriff's Department has been a challenge; a meeting date has not been established and will continue to follow-up with the Sheriff's Department.

Emily Williams will provide assistance in facilitating a meeting date with the Sheriff's Department.

IV. MISCELLANEOUS

- 32.** Matters not on the posted agenda (to be presented and placed on the agenda of a future meeting). (15-5458)

There were no matters presented.

- 33.** Public Comment. (15-5459)

No members of the public addressed the Committee.

- 34.** Adjournment. (15-5460)

There being no further business to discuss, the meeting was adjourned at 11:44 a.m.